VendorInfo

From: Billie Tumey [btumey@lawrencecounty.in.gov] **Sent:** Fri 11/16/2007 9:55 AM
To: VendorInfo
Cc:
Subject: Lawrence County Contract for re-numbering
Attachments:

CONTRACT

December 22, 2005

Prepared for:

Lawrence County, Indiana

To Provide:

Parcel Re-Numbering with/or without GIS Parcel Layer Development Option

WHERE TECHNOLOGY HAPPENS

.567 W. Westfield Blvd.. Indianapolis, IN 46208. . Phone (317) 259-0105. Fax (317) 259-1423. .
www.wthen2:ineerin2:.com.

OVERVIEW

Lawrence County, Indiana (the "Client") requires GIS and/or mapping products and/or services. WTH Technology, Inc. (the "Company") is a provider of such products and services. This contract defines the scope of products and services to be offered by the Company and the compensation to be paid by the Client.

It is understood that the Client is in need of re-numbering the parcel database to come into compliance with the State mandated numbering system. And that in order to do so, the Client will need to establish a geographic reference for each property parcel now recorded in the Client's plat records. This process can be undertaken by geo-referencing each property plot now archived in the plat book records. However, this might also be a time for the Client to consider moving the plat book system to a digital GIS records system that will provide a very efficient system to maintain the records going into the future, and accomplish the re-numbering in the same project. The following is a proposal outlining the two models that the Client should consider.

DESCRIPTION OF PRODUCTS AND SERVICES

Parcel Re-Numbering

Using Existing Plat Books as the Reference

Scanning of Plat Books:

The Client's plat books will need to be scanned and digital images created to enable the off-site work in geo-referencing each parcel. The Company will use the scanned images as the visual data element needed to make determination of the appropriate geographic location of the parcel and establish a new parcel number.

Re-numbering Process:

The process of establishing a new parcel number requires the Company to visually assess the plat of the parcel in reference to the geographic location of each specific parcel in the county. Once the geographic location has been established and visually verified using the GIS data of the county, the Company will commence to enter into a newly developed parcel number database the new parcel number.

The Company will populate the parcel number database with the following attributes: County Number

Area Number

Section Number

Block Number

Parcel Number (if the existing parcel number does not meet specification, the number will be changed to be in conformance with the State specification)

Split Number

Tax ID Number

This process is one that requires the Company GIS technicians to visually review each and every parcel in the County, on each and every plat sheet to verify and document each new parcel number.

?

The Company will use proven parcel and geographic system quality control checking systems to make sure that every parcel in the County is reviewed and re-numbered. In this process each and every parcel will be marked as completed in a visual reference system to make sure all are accounted for in the final analysis. Any discrepancies that arise will be brought to the attention of the Client for resolution prior to completion of the project.

Deliverable:

The County will be delivered a master database of the new parcel numbers in a format prescribed in the project planning process. This master database will have the current parcel number as a data element to facilitate digital conversion of the existing tax records and assessment systems. This archive will also be useful in the resolution of anomalies in the data conversion process and to maintain the historical record of new and old parcel numbers.

Parcel Re-Numbering

And Parcel Layer Development in the Client's GIS System

The County may choose to take this opportunity to develop a County-wide parcel GIS system. The re-numbering of parcels to meet the State specification is generally an integral part of the development of a parcels oriented GIS system. The Client has previously developed the base map layers and is in possession of up-to-date aerial photography that will be used as the platform to develop a digital parcels GIS system.

The following is a proposal addressing re-numbering in the context of a complete digital GIS system.

Using Existing County Lavers (Lawrence County. Indiana)

Think GISTM will be delivered with the following data sets/layers that are already available as authorized by the Lawrence County 911 department. Each layer has been positioned on the map to line up with each other and with the digital aerial photography. Other layers may be available.

- Aerial Photography Roads, Highways, Railroads Addresses

County and Township Boundaries Political Boundaries

Hydrology

Land Information Conversion

Scanning of Plat Books:

The Client's plat books will need to be scanned and digital images created to enable the off-site work in geo-referencing each parcel. The Company will use the scanned images as the visual data element needed to make determination of the appropriate geographic location of the parcel and establish a new parcel number.

Property Lines and Parcel Conversion:

The Company will create a County-wide GIS-based parcel map by digitizing the Client's existing plat maps, including any blowup pages and subdivision maps, and tile them together into one continuous map. The Company will fit and adjust the digitized plat into its visual location on the finished map using a process that resizes the plat using visual control points on the aerial photography. The Company will correct the location of each plat page to make it line up with the digital aerial photography and the other plat pages. The parcels map will use the Client's existing GIS base map as the foundation for this project.

After the parcel layer is completed, the Company will create a new location-based parcel number using portions of the existing parcel number that is already on the plat pages. The new number will conform to the State mandated parcel numbering system. New parcel numbers will be associated with each parcel in the GIS system and populated in the parcel number data being created as the GIS system is developed.

The Company will populate the parcel number database with the following attributes:

- County Number
- Area Number
- Section Number
- Block Number
- Parcel Number (if the existing parcel number does not meet specification, the number will be changed to be in conformance with the State specification)

Split Number

Tax ID Number

Soil Classifications (Import Digital Soils Data Available):

Digital soils data will be available through the Soil Data Mart website in early 2006. The Company will download the file and add it to the map as a layer to be used with the other data layers that will be created. It appears that the new data will use the existing soil attributes meaning that the new soils will be similar to the existing paper sources. This data has not yet been released to the public. If this new data uses the new soil numbers, the Company is providing a cost to digitize the existing soils maps that can be obtained from the local USDA office.

The Company will acquire the soil maps from the soil data mart website and create a layer that can be used for assessment purposes.

Each area will be identified with a soil type so that the software will have enough information to automatically do an agricultural land assessment. The Client will need to provide a list of the soil productivity factors for the assessment to work properly.

The Company will include a Parcel Assessment Wizard in the Think GISTM software, which will allow the Client to draw in the land use areas when a parcel is being assessed.

Tax Records Interface:

The Company will create a match between the parcel data in the mapping system and the tax data in the Client's taxation system. A 100% match cannot be guaranteed for many reasons (i.e. missing data in taxation system and plat maps, misspellings, etc.). A copy of the tax records database must be obtained once the parcel conversion begins to ensure the highest quality of data accuracy.

In order to ensure the highest possible level of data accuracy, a Reconciliation Report will be created once the database is received and the parcel data is reviewed. A preliminary comparison of a sample area of the Client's Plat Data against the Tax Data will be performed. This Reconciliation Report will contain a list of matches that were attempted and the result. A meeting will be scheduled to discuss the results of this report with the Client. The result of this meeting should be one of the following:

1. The client determines that more data should be captured during creation of the parcel layer.

2. The client determines that they will be responsible for rectifying the data in the Tax Database prior to completion of the Data Interface.

3. The client determines they would require the Company to assist in the rectification of the data in the Tax Database prior to completion of the Data Interface.

Items 1 and 3 could possibly require additional work on the part of the Company and therefore alter the terms of this contract.

In addition to the fields identifying each parcel number, additional fields can be added to the parcel layer to include more detailed property information such as owner name, acreage, property description, etc. This same information is currently stored and maintained by the Client in a separate tax records and/or assessment software program provided by another vendor. Therefore, in order to eliminate the need for redundant data maintenance, the Company will provide the Client with an interface between the mapping software and the tax or assessment records database. This interface can be ran as either a nightly batch process that updates every parcel on the map with the latest property information or as a real time interface that retrieves the latest property information on a case by case basis each time the user clicks on a parcel on the map. In either case, the result will be an enhanced way of graphically viewing and querying the property information while the Client continues to use their existing software to maintain these records.

This interface will require that the Client's tax or assessment software vendor make this data available to the Company. Some tax/assessment software vendors may have additional charges for their end of this interface.

Soil Classifications (Optional):

The Company will digitize the Client's existing soil maps and align each digitized plat into its visual location on the finished map using visual control points on the aerial photography.

The Company will acquire the soil maps from the USDA's local office called the National Resource Conservation Service.

Each area will be identified with a soil type so that the software will have enough information to automatically do an agricultural land assessment.

Think GISTM Software

The Client will be provided with (5) Think GISTM license(s). This software may be installed on stand alone computers or on a server but use of the software is limited to (5) computer(s). Each computer where Think GISTM is used must be registered with the Company. The hardware/system requirements for using the Think GISTM software are as follows.

SYSTEM REQUIREMENTS	MINIMUM	RECOMMENDED
Operating System**	Win 98 SE. WinNT 4.1, Win2000. WinXP	Windows XP
Processor	Pentium or equivalent	Pentium 4 (2 GHz or faster)
Memory (RAM)	256 MB	512 MB
Available hard disk space required on server or stand alone computers	500 MB for software + map layers. Plus 2 to 80 GB for digital aerial photography images depending on coverage area and resolution	80 GB (Based upon Digital Aerial Photography needs)
Available hard disk space required on workstations when data stored on server	Less than 50 MB	
Video	15" monitor capable of displaying 16 bit color at 800 X 600 resolution or better	17" monitor, 16 bit color, 1024 X 768 resolution
Internet Access (Required for support services)	Dial-up connection with minimum connection speed of 46K	DSUT1 Connection
Other	CD drive, mouse, keyboard	Laser Printer (with 96 MB of internal memory) Or Color Printer (with 128 MB of internal memory)

***All computers must be current on all Microsoft Windows Critical Updates and SeNice Packs.*

On-Site Installation and Training

When the project is completed, the Company will install the software and all data files onto each department's existing computers and setup each workstation with a strategy of sharing data with the other departments. The Company will provide on-site training to instruct the Client on use of the software for their specific applications.

Think GISTM Maintenance and Customer Support

The Company will provide the following services as part of an annual service agreement. services are to be paid for at the beginning of each 12 month period.

These

Software Upgrades

Any enhancements made to the Think GISTM system during the term of the customer support agreement will be automatically uploaded (via the synchronization process) to the Client's computer(s) as they become available.

Phone Support

Toll Free phone support will be provided for one representative from each department, during regular business hours. Phone support will include answering questions regarding the software and making changes to the system configuration to adapt to the Client's changing needs.

Off Site Data Backup

The Company will maintain a backup of any Map Data transferred via the synchronization process. This data can be restored to the Client's computer(s) at their request.

Pre-Contract Technical Counsel

The Company will assist the Client in any pre-contract technical decision that needs to be made regarding digital data interfacing with the Think GISTM system. The Company's wide range of experience will aid the Client in making efficient decisions for the Client and the Think GISTM product.

UDXTM (Universal Data Exchange Network) Subscription

This service will make it possible for departments not connected to a central network (i.e. remote users) to share data with other departments and receive Think GISTM program updates on a regular basis. Remote users who have Internet access on their computer will be able to automatically connect to the Company's server and send or receive map updates. With this in place, any user responsible for maintaining one or more layers can upload their changes to a remote server and all other users will be able to download these layers so that they are upto-date on a regular basis. This option does not require the Client to have a network, simply an Internet connection. The Company will work with the staff to achieve a desirable method of updating information.

DELIVERY AND INVOICING SCHEDULE

	Delivery Date from. Contract Signing	Description	Invoice Date from Contract Signing	Amount
Re-Numbering Project				
Delivery	30 Days	Scanning Services	30 Days(1)	$3,500.00
Delivery	120 Days	Parcel Renumbering *(w/o* GIS layer creation)	30 Days(1) *****	*54,545.00*
Total Re-Numbering Cost (as stand alone project)			**changed to $45,000-see back page	58,545.0 :00
Digital Parcels GIS layer Development and Parcel Re-numbering				
Delivery	30 Days	Scanning Services	30 Days(1)	$3,500.00
Delivery	180 Days	land Information: Parcels	30 Days(1)	$240,000.00
Delivery	180 Days	Parcel Renumbering	30 Days(1)	$24,000.00
Delivery	180 Days	(5) Think GISIM License(s)	30 Days(1)	$5,000.00
Delivery	180 Days	Installation and Training	30 Days(1)	$5,000.00
Delivery	180 Days	Tax Records Interface	30 Days(1)	$5,000.00
Total GIS Cost				$282,500.00
Annual Maintenance and Customer Support			180 Days(2)	$5,000.00
OPTIONAL PRODUCT(S) & SERVICE(S)				
, Option	180 Days	Digitization: Soils	30 Days(1)	$36,000.00

(1) *The Company will invoice the customer on a monthly basis based on the number of months until the project is completed unless provided for in a separate payment schedule set forth by the Company and agreed to by the Client. The dates to the final completion date will begin after the signing of this contract and the delivery of all source materials by the Client. The delivery and invoice dates will be reviewed once the contract is signed and may be adjusted if needed.*

(2)Annual Customer Service is billed separately from the project invoices.

LIMITATION OF LIABILITY

In no event shall either party be liable to the other for any indirect, special, or consequential damages or lost profits arising out of or related to this Agreement or the performance thereof. The Company takes no responsibility for the accuracy of source data provided by the Client or for any errors resulting ITom any inaccuracies. It is the responsibility of the Client to review the data for accuracy.

WTH TECHNOLOGY, INC

Lawrence County and WTH hereby agree in general that WTH shall provide parcel re-numbering services to Lawrence County for the sum of $45,000.00. These services shall be provides in such a manner that Lawrence County can timely meet the deadline for parcel re-numbering established by the State of Indiana.

This Letter of Agreement shall later be replaced with a written Contract with specific terms and conditions of agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 27day of December 2005.

COMPANY:

WTHTECHN

SIGNATURE: /~ i

NAME: Paul Owens

TITLE: Project Manager

Date 12-27-05

CLIENT:

LAWRENCE COUNTY, INDIANA

SIGNA~~~

NAME: Janie Craig Chenault

TITLE: Commissioner President

DATE: 12-27-05

SIGNATURE:~T'-L. 0 ~Q

NAME: David Flinn

Commissioner

.-/

DATE:12-27-05

SIGNATURE: .

NAME: William Spreen

TITLE Commissioner